Form WM-02

WATER MEASUREMENT
FLOW METER REPORT

PAGE ___ of

DATE: _____

WATER RIGHT OWNER†▪S NAME: [OWNER NAME]

NO: [WR# OR #†▪S]

LOCATION: [LOCATION]

USER INFORMATION: [SPECIAL DESCRIPTION OF PROJECT]

MEASUREMENTS REQUIRED: [WHEN TO MEASURE, ETC]

TYPE OF DEVICE USED: [DEVICE USED (IF KNOWN)]

A DATE	B TIME	C PERIOD OF OPERATION (Hours)	D FLOW RATE (*Circle one:* CFS or GPM)	E VOLUME (*Circle one:* AF or GAL)
F. ≅ VOLUME AT END OF RECORDING PERIOD				
G. ≅ VOLUME AT START OF RECORDING PERIOD				
H. TOTAL VOLUME USED THIS YEAR (*Circle one:* GAL or AF)				
I. TOTAL VOLUME USED THIS YEAR IN ACRE-FEET) (*Conversion: 1 AF = 325,851 gallons*)				

J. METER MANUFACTURER _____ **K.** MODEL NO. _____ **L**.. PIPE DIAMETER (INCHES) _____

Form WM-02-INS

WATER MEASUREMENT
FLOW METER REPORT FORM

CARE & MAINTENANCE OF THE FLOW METER

A flow meter can be a highly sensitive, expensive piece of equipment. It should be protected against unnecessary rough handling and freezing temperatures. Installation needs to allow the meter to be removed after the recording period for storage in a non-freezing environment.

Calibration should be performed a minimum of once every four years. This is usually done during the non-recording period by returning the meter to the factory or sending it to an authorized service center.

RECORD KEEPING

1. **LINE G**: Prior to starting the pump at the beginning of the recording period, enter the meter reading requested at the bottom of the form. (See line G, VOLUME AT START OF RECORDING PERIOD.)

2. **COLUMNS A & B:** Record the date and time of day when the reading was taken.

3. **COLUMN C:** Record the number of hours the system was operated

3. **COLUMN D:** Record the flow rate and circle whether the flow rate is in gallons per minute (GPM) or cubic feet per second (CFS)

4. **COLUMN E:** Record the volume meter reading and circle whether the volume is in acre-feet (AF) or gallons (GAL).

5. Continue the above described procedure throughout the entire recording period.

6. **LINE F:** Enter the final volume reading on Line F after VOLUME AT END OF RECORDING PERIOD.

7. **LINE H:** Subtract the beginning volume from the final volume to obtain the total volume of water pumped for the recording period. Enter this amount on Line H – circle whether this volume is in GAL or AF.

8. **LINE I:** If the total volume is in gallons, convert this number to acre-feet and enter this number on Line I. (*Example: 1,030,490 GAL → 325,851 = 3.16 AF)*